COMMONWEALTH of VIRGINIA
Department of Medical Assistance Services

CYNTHIA JONES
DMAS DIRECTOR

SUITE 1300
600 EAST BROAD STREET
RICHMOND, VA 23219
804/786/7933
800/343-0634 (TDD)
www.dmas.virginia.gov

May 20, 2014

Dear Medicaid Provider:

The Department of Medical Assistance Services will be conducting training sessions for **Medicaid 101-The Basics**. This seminar will provide a general overview of Virginia Medicaid along with billing guidelines. **Medicaid-101** is recommended for physician/practitioner and hospital staff responsible for registration/eligibility verification, referrals, billing and claims follow-up. Topics to be discussed:

- Medicaid Eligibility Verification Options
- Medicaid Benefit Plans and Programs
- Medicaid Direct Data Entry (DDE) Billing Guidelines
- Third Party Liability (TPL) Billing Guidelines

Online Training Registration

The training sessions will be **on-site at the locations identified in the letter, NOT ONLINE**. We will be using WebEx for the on-site registration process only. Online Medicaid training registration can be accessed at http://dmasva.dmas.virginia.gov/. On the right hand menu click the Upcoming Training Events link. Open the **Medicaid 101-The Basics** letter and select the link given that corresponds with the session you wish to attend. The links will open the WebEx registration page to the training scheduled for that day and time. Each participant's name and valid email address will be required for registration. Once registration is approved, you will receive a confirmation email with all of the training details. The number of participants allowed in each session is limited. Once a session is full, additional registration requests will be waitlisted. Waitlisted individuals will be registered if a confirmed participant cancels. If you do not receive the confirmation email please call 804-371-6327. Faxed registration forms will also be accepted.

People needing reasonable accommodations, should contact the Department of Medical Assistance Services at least two weeks prior to the seminar at providertrainingregistration@dmas.virginia.gov. Accommodations will be provided upon request.

We look forward to your participation in our Medicaid Training Session. If you have any questions regarding these sessions, please email us at providertrainingregistration@dmas.virginia.gov or call (804) 371-6327 or 225-4578.

<div align="center">

Department of Medical Assistance Services
Medicaid 101-The Basics
Agenda

</div>

Time   Topic

<div align="center">

Morning Session

</div>

9:00 – 9:30   Registration

9:30 – 12:00   <u>All Providers</u>
               Medicaid Eligibility Verification Options
               Medicaid Benefit Plans and Programs

1:00 – 2:00   Lunch Break

<div align="center">

Afternoon Breakout Sessions

</div>

2:00 – 4:00   <u>Hospitals</u>
               Direct Data Entry (DDE) Billing Guidelines – UB04 format

2:00 – 4:00   <u>Physicians /Practitioners</u>
               Direct Data Entry (DDE) Billing Guidelines – CMS1500 format

<div align="center">

<u>**Medicaid 101-The Basics Online Registration Information**</u>

</div>

June 27, 2014, 9:00 am -4:00 pm – Fairfax Session – Go to
https://dmas.webex.com/dmas/k2/j.php?MTID=tc125e42ebd0e850ab72c32c72bb57164 and register.

July 8, 2014, 9:00 am - 4:00 pm – Richmond Session – Go to
https://dmas.webex.com/dmas/k2/j.php?MTID=tca65e8de51e30770ea90049396b3d880 and register.

July 11, 2014, 9:00 am –4:00 pm – Virginia Beach Session – Go to
https://dmas.webex.com/dmas/k2/j.php?MTID=t7b0f23668f6ae6293a0e9d3eeefaa60e and register.

July 16, 2014, 9:00 am - 4:00 pm – Abingdon Session – Go to
https://dmas.webex.com/dmas/k2/j.php?MTID=t16cc61827fc3c7b762741ee604eaff76 and register.

July 18, 2014, 9:00 am – 4:00 pm – Roanoke Session – Go to
https://dmas.webex.com/dmas/k2/j.php?MTID=t268180e8a54da706e87cdb5448a8e35e and register.

Medicaid 101-The Basics Training

DATE	TIME	LOCATION
June 27, 2014	**Registration – 9:00 AM** **Seminar** 9:30 AM – 4:00 PM Lunch on your own	**Fairfax Government Center** **Board Room Auditorium** 12000 Government Center Pkwy **Fairfax. VA 22035**
July 8, 2014	**Registration – 9:00 AM** **Seminar** 9:30 AM – 4:00 PM Lunch on your own	**Chippenham Hospital** **Krause Auditorium** 7101 Jahnke Road Richmond, VA 23225
July 11, 2014	**Registration – 9:00 AM** **Seminar** 9:30 AM – 4:00 PM Lunch on your own	**Virginia Beach Central Library** **Auditorium** 4100 Virginia Beach Boulevard Virginia Beach, VA 23452
July 16, 2014	**Registration – 9:00 AM** **Seminar** 9:30 AM – 4:00 PM Lunch on your own	**Virginia Highland Community College** **Instructional and Student Centers** 130 VHCC Drive Abingdon, VA 24212
July 18, 2014	**Registration – 9:00 AM** **Seminar** 9:30 AM – 4:00 PM Lunch on your own	**Virginia Western Community College** **Whitman Theatre** Business Science Building 3099 Colonial Avenue SW Roanoke, VA 24015

FAIRFAX – FAIRFAX COUNTY GOVERNMENT CENTER- BOARD ROOM AUDITORIUM
From I-66, exit onto Fairfax County Parkway North (Route 7100, Exit #55B). Turn right onto Fair Lakes Parkway East. Turn right onto Monument Drive. Turn right onto Government Center Parkway. The Government Center is on the left. **From Route 50**, exit on West Ox Road South (Route 608). Left turn at light on Monument Drive. Turn right at light onto Government Center Parkway. Government Center is on your left.

RICHMOND – CHIPPENHAM HOSPITAL – KRAUS AUDITORIUM. (Valet Parking is available at the Main Entrance-Auditorium is on the 2nd floor in the Levinson Heart Hospital)
From the north: **I-95** south to **I-195 West**. Merge onto the **Downtown Expressway** (toll). Exit onto **Powhite Parkway** towards VA-150/VA-288/US-60. Proceed on **Powhite Parkway** (toll) to the **Jahnke Road East** Exit. Bear right at the fork in ramp. Hospital will be on your right about ¼ mile. **From the south: I-95 north** to **Chippenham Parkway North**. Exit at **Jahnke Rd**, and turn right. Hospital is on the right. **You may also park in the Visitor and Employee Parking Area**

VA BEACH – VIRGINIA BEACH CENTRAL LIBRARY- AUDITORIUM (The entrance to the auditorium is on the right side of the Library).
From I-264 East- Take Independence Blvd. (towards Pembroke). Turn right onto Virginia Beach Blvd. (U.S. 58). The library will be on the left. There will be a Central Library sign.

ABINGDON – VIRGINIA HIGHLANDS COMM COLLEGE – INSTRUCTIONAL AND STUDENT CENTERS
Hwy. 81 to Exit 14 to Route 140 North (Jonesboro Road). Make a right turn onto VHCC Way (at the stop light). This turn will lead to the college campus. Presentation will be held in **Building ISC130. A sign will lead you to the lot that is designated for parking LOT 2. The Parking area goes to the right with slight incline; there is plenty of room to park.**

ROANOKE – VIRGINIA WESTERN COMMUNITY COLLEGE- WHITMAN THEATRE
(Whitman Theatre is in the Business Science Building, across the street from the parking lot 7)
From Interstate 81: Take I-581/220 South to Colonial Avenue Exit ~ 8 Miles .Take a left at the stoplight at the end of the exit ramp. At the 3rd light the VWCC Campus is located on both sides of Colonial Ave. **From 220 South**: Take **Colonial Ave /Wonju Exit** off **220/I-581.** Turn right at end of ramp and continue to stoplight. Turn left at light onto Colonial Avenue. Continue on Colonial Avenue through next light. VWCC is located on both sides of Colonial Ave. **Parking is restricted. Please park in Lot 7 or 9.**